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DS&T-446-88

24 MAY 1988

MEMORANDUM FOR: Director, Foreign Broadcast Information Service
Director, National Photographic Interpretation Center
Director of Development and Engineering
Director of Research and Development
Director of SIGINT Operations
Director of Technical Service
Director of Special Projects

FROM: R. E. Hineman
Deputy Director for Science and Technology

SUBJECT: Issues in Program Management in Government Procurement
27-29 July 1988

25X1 1. The thirty-seventh running of the [] Engineering Seminar
25X1 (known for accreditation purposes as Issues in Program Management in
Government Procurement) will be held from 27-29 July 1988 []. This
three-day course will consist of approximately 10 two-hour sessions, most of
which will be lectures keyed to the provided syllabus and the balance for
case studies, panel presentations, and discussions. Each of the lecture
sessions will have a specific topic with key guidelines provided; these
guidelines will be the basis for a final test to determine accountability.
Discussions will be centered around case studies of both on-going projects
and completed contracts in which the positions of both government and
industry will be presented. Attendees are required to complete a course
critique. An agenda is attached for your information. (C)

2. Participants, as a prerequisite to enrollment in this Course, should
have completed the DS&T Contract Process Course or have had extensive
experiences in varied DS&T engineering systems procurements as Contract
Officer's Technical Representatives (COTR's). We are providing, for your
information, an attachment listing those personnel throughout the Directorate
who have attended past runnings of the course. This data may be helpful to
you in the selection process of the candidates requested herein. (C)

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3. Please provide to [] C/PMS/DS&T, extension []
your nominees for the July running of the subject seminar by
COB 22 June 1988. Each office normally is expected to provide six (6)
candidates; however, the actual number of candidates submitted should be
based on your office's specific need. Please list candidates in priority
order and indicate whether the candidate has completed the DS&T Contracts
Process Course. I will advise you of those selected and provide the
appropriate course documentation concurrent with such notification. (C)

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K. E. Hineman

Attachments:
As stated

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